

**Leah Romito, MD, Chair Medical Education Committee**

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**Norma Romero-Willis, CME Coordinator**

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**INSTRUCTIONS FOR AAFP APPLICATION**

Please allow 6 weeks for AAFP to process applications.

1. Please send completed applications at least six weeks before planned events (if possible) to both Norma Romero-Wills (CME Coordinator) and Leah Romito MD (CME Chair).
2. We will need at least 2 weeks to review and submit a completed application.
3. Payments (see amount on last page) will need to be secured by applicant. Payment **must** be received before the accreditation review process can begin
   1. Checks can be made to AAFP
   2. Credit card information can be given to Norma Romero-Wills
   3. Org # within CCHS (for L3) can be supplied to Norma

**Please allow 6 wks. For AAFP to process applications – but once submitted, CME pending credits can be given (with hopes that application will be accepted).**

**\*\*Date submitted to Leah Romito \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**